

WOODSTOCK HISTORIC PROPERTIES COMMISSION

REGULAR MEETING MINUTES

Monday, October 26, 2015

1. The meeting was called to order in Meeting Room B of Town Hall at 7:05 P.M. by Chairperson Lyn Smith. Other Commission members attending were Tom Chase, Myron Stachiw, Kristen Heitert, and Jean McClellan. Alternates Donald Froehlich and Harold Bishop attended. Christopher Sandford, Woodstock Academy Headmaster, also attended.
2. No alternates were required.
3. Review of minutes. September 28 minutes were accepted unanimously with revisions on motion by Tom Chase, seconded by Myron Stachiw. In item 5a ii "this" was inserted ahead of Commission, and adjournment time was changed to 7:58. July 27 minutes remain tabled.
4. Old Business
 - a. Cemetery Project.
 - i. Request for Proposal draft for Bradford Marcy Cemetery grant was reviewed by Commission. Myron Stachiw, Lyn Smith, and Kristen Heitert will finalize document on November 16, 4:30 PM at Town Hall. Myron clarified that per Mary Dunne at SHPO a "registered surveyor" is not necessary to conform to grant requirements. Further inquiries will be made regarding potential consultants.
5. New Business.
 - a. Quassett Advisory Committee has met. Lyn Smith attended and reported on grant application.
 - b. NECCOG will hold hearings on November 4 (Woodstock) and November 5 (Lisbon), at 4:30 PM, to discuss updating of its Corridor Management Plan.
 - c. Tom Chase reported on his attendance at a cemetery preservation workshop sponsored by the Western Massachusetts Historical Commissions Coalition.
6. Public Comment. None
7. Adjournment at 7:59 PM on motion by Tom Chase, seconded by Myron Stachiw, passed unanimously.

Respectfully submitted,
Jean McClellan, Clerk

Please note that while these minutes may be published the minutes are not approved by the Commission until the next meeting date.